



DEPARTMENT OF WATER RESOURCES  
EXAMINATION ANNOUNCEMENT



The Department of Water Resources offers Equal Opportunity for all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free State workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service and the special trust placed in public servants.

RESEARCH MANAGER III (GENERAL)  
OPEN SPOT SACRAMENTO  
CONTINUOUS

CONTINUOUS TESTING	<p><b>CUT-OFF DATES:</b> December 15<sup>th</sup> and June 15<sup>th</sup></p> <p>Revised application forms (STD 678 Rev. 6/2010) may be postmarked or submitted in person, on a continuous basis. FAXED APPLICATIONS WILL NOT BE ACCEPTED.</p> <p><b>CUT-OFF DATES</b> for receipt of applications are December 15<sup>th</sup> and June 15<sup>th</sup> of each year. Applications postmarked or personally delivered after the cut-off dates will be held for the next administration.</p>												
WHO SHOULD APPLY	Candidates who meet the minimum qualifications as stated below may apply for this examination.												
HOW TO APPLY	<p>You must submit the <b>Examination Application Form</b> (Form STD 678 Rev. 6/2010) by the cut-off date at the top of the bulletin.</p> <p><u>Submit the completed Examination Application Form by mail or in person to:</u></p> <table><tr><td><b>MAILING ADDRESS:</b></td><td>OR</td><td><b>SUBMIT IN PERSON:</b></td></tr><tr><td>Department of Water Resources</td><td></td><td>Department of Water Resources</td></tr><tr><td>P.O. Box 942836</td><td></td><td>1416 9th Street, Room 320</td></tr><tr><td>Sacramento, CA 94236-0001</td><td></td><td>Sacramento, CA 95814</td></tr></table> <p><b>DO NOT SEND APPLICATIONS TO THE STATE PERSONNEL BOARD OR DEPARTMENT OF WATER RESOURCES' FIELD OFFICES.</b> Applications are available at Department of Water Resources' (DWR) offices, the DWR website: <a href="http://www.water.ca.gov/jobs/currentexams.cfm">www.water.ca.gov/jobs/currentexams.cfm</a> , local office of the Employment Development Department, and California Human Resources (CalHR) at <a href="http://www.jobs.ca.gov">www.jobs.ca.gov</a> and click "My Profile."</p>	<b>MAILING ADDRESS:</b>	OR	<b>SUBMIT IN PERSON:</b>	Department of Water Resources		Department of Water Resources	P.O. Box 942836		1416 9th Street, Room 320	Sacramento, CA 94236-0001		Sacramento, CA 95814
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IDENTIFICATION REQUIRED	Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.												
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in Question 2 of the "Application for Examination". You will be contacted to make specific arrangements.												
SALARY RANGE	<b>\$6,779 - \$7,474</b>												
ELIGIBLE LIST INFORMATION	A departmental open eligible list will be established for the Department of Water Resources. The names of successful competitors will be merged on the eligible list in order of final scores regardless of test date. Eligibility expires <b>18 months</b> after it is established. Competitors must then retest to re-establish eligibility.												
TESTING PERIOD	The testing period for this classification is 12 months. Once you have taken the examination, you may not reapply for 12 months.												
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>NOTE: All applicants must meet the minimum qualifications for this examination by the cut-off dates of December 15<sup>th</sup> and June 15<sup>th</sup>.</p> <p>Experience and education which provides ability to perform successfully as a Research Manager at the level for which application is made. (Those applications showing qualifications below the minimum listed below may be eliminated without further examination.)</p> <p style="text-align: center;"><b>And</b></p> <p style="text-align: center;"><b>Either I</b></p> <p>One year in the California state service performing pertinent research-related duties in a class with a level of responsibility equivalent to that of Research Manager II.</p> <p style="text-align: center;"><b>OR II</b></p> <p>Experience: Five years of pertinent professional research experience above the trainee level which must have included responsibility for the determination of research design and method for a complete research project. (A Doctorate Degree in Economics, Psychology, Sociology, Geography, or a related research-oriented field may be substituted for two years of the required experience or a master's degree in a similar field to that described for the doctoral degree, may be substituted for one year of the required experience.) (Research experience in the California state service applied toward this pattern must include at least one year of experience in a class with a level of responsibility equivalent to Research Manager II.)</p> <p style="text-align: center;"><b>And</b></p> <p>Education: Graduation from college with any major but with extensive course work in economics, psychology, sociology, geography, or a related research-oriented field. This must include or be supplemented by at least six semester hours in statistical methods.</p>												

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

RESEARCH MANAGER III (GENERAL) OPEN NON-PROMOTIONAL		CONTINUOUS TESTING	
POSITION DESCRIPTION	This is the second full supervisory level responsible for a large and varied research function in DWR. Supervision is typically given through Managers I and II or equivalent subordinate supervisory levels. Incumbents in this parenthetical are distinguished from other Research Managers by being required to perform any combination of general management and research duties listed in the Definition of Series. The depth of knowledge required in any one discipline is not as pronounced as found in other areas. This parenthetical is most appropriate for those settings requiring a broad understanding of research or statistical methods, ability to manage analysts, and ability to synthesize data from a variety of disciplines. The general classes require an overall comprehension of management, research methodology, and statistical procedures.		
Positions exist in Sacramento within the Department of Water Resources.			
EXAMINATION INFORMATION	This examination will consist of a <b>Qualifications Appraisal Interview</b> . In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. <b>COMPETITORS WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.</b>		
SCOPE OF EXAMINATION	<b>Qualifications Appraisal Interview – Weighted 100.00%</b> In addition to evaluating the competitors’ relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor’s: <b>A. Knowledge of:</b> <div><div>1. Research methods and techniques.</div><div>2. Public administration, including management and supportive staff services such as budget, personnel, program planning, program management and evaluation, or related areas.</div><div>3. Employee supervision, development, and training.</div><div>4. Governmental functions and organization at the State and local level as they affect departmental research functions.</div><div>5. Department's Equal Employment Opportunity Program objectives.</div><div>6. A manager's role in the Equal Employment Opportunity Program and the processes available to meet these objectives.</div></div> <b>B. Ability to:</b> <div><div>1. Plan, organize and manage a research function.</div><div>2. Reason logically and creatively and use a variety of analytical and research techniques to solve complex problems.</div><div>3. Develop and evaluate alternatives.</div><div>4. Analyze data and present ideas and information effectively.</div><div>5. Consult with and advise administrators or other interested parties on a wide variety of subjects.</div><div>6. Gain and maintain the confidence and cooperation of others.</div><div>7. Review and edit written reports.</div><div>8. Use interdisciplinary teams effectively in the conduct of studies.</div><div>9. Manage a complex program.</div><div>10. Establish and maintain project priorities.</div><div>11. Develop and effectively use all available resources.</div><div>12. Effectively contribute to the department's Equal Employment Opportunity objectives.</div></div>		
CAREER CREDITS	Career credits will not be granted in this examination.		
VETERANS PREFERENCE	<b>Veterans Preference Credit</b> will not be granted in this examination, as it does not qualify as an entrance examination under the law.		
GENERAL INFORMATION			
<p><b>The Department of Water Resources</b> reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.</p> <p><b>Applications</b> are available at Department of Water Resources’ (DWR) offices, the DWR website: <a href="http://www.water.ca.gov/jobs/currentexams.cfm">www.water.ca.gov/jobs/currentexams.cfm</a>, local office of the Employment Development Department, California Human Resources (CalHR), the CalHR website at <a href="http://www.jobs.ca.gov">www.jobs.ca.gov</a> and click “My Profile”.</p> <p><b>If you meet the requirements</b> stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.</p> <p><b>General Qualifications:</b> Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification.</p> <p><b>Examination Locations:</b> When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.</p> <p><b>Eligible Lists:</b> Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub divisional promotional, 2) departmental promotional, 3) multi departmental promotional, 4) service wide promotional, 5) departmental open, 6) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by veterans preference credits) regardless of the date of the test, and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.</p> <p><b>Veterans’ Preference Points:</b> California Law (Government Code 18971-18978) allows the granting of Veterans’ Preference Points in Open entrance and Open, Non-Promotional entrance examinations. Veterans’ Preference Points will be added to the final score of all competitors who are successful in these types of examinations, and who qualify for and have requested these points by mail. In Open entrance examinations, Veterans’ Preference Points are granted as follows: 10 points for veterans, widows, and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Employees who have achieved permanent State civil service status are not eligible to receive Veterans’ Preference Points. Permanent State civil service status means the status of an employee who is lawfully retained in his/her position after completion of the applicable probationary period. This includes permanent intermittent, part-time, and full-time appointments. In addition, individuals who at any time achieved permanent State civil service status and subsequently resigned or were dismissed from State civil service are not eligible to receive Veterans’ Preference Points. Veteran status is verified by the State Personnel Board (SPB). Directions to apply for Veterans’ Preference Points are on the Veterans’ Preference Application (STD. Form 1093) which is available at <a href="http://www.spb.ca.gov">www.spb.ca.gov</a> or from the State Personnel Board, 801Capitol Mall, Sacramento, CA 95814 and the Department of Veterans Affairs.</p> <p><b>TDD</b> is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device. <b>California Relay Telephone Service</b> for the Deaf or hearing impaired: From TDD phones: 1-800-735-2929; From Voice phones: 1-800-735-2922.</p> <p><b>For information</b> regarding this examination, please contact Mary Jo Schall at (916) 653-4927.</p>			
OP (Rev 9/12)		MJS	
RESEARCH MANAGER III (GENERAL)		LQ30 - 5740	
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